

**SECRET** 8043

SPECIAL ASSISTANT TO THE SECRETARY OF STATE  
WASHINGTON

February 16, 1948

Dear Admiral Hillenkoetter:

In recent months there has appeared an increasing need for the formulation and promulgation of systematic procedures which would enable CIA to obtain the assistance of the IAC agencies to the maximum extent in the preparation and issuance of national intelligence reports and estimates. Not only would the adoption of standard operating procedures among the IAC agencies expedite the production of such intelligence and clarify the responsibilities of the several agencies to one another, but it would also facilitate compliance with paragraphs 4 and 5 of NSCID No. 1.

It is suggested that the IAC be asked to consider this problem, and that, upon obtaining agreement in the Committee, such standard operating procedures could be issued as a DCI directive. As an initial basis for consideration by you and your staff and for possible submission to the IAC, I am enclosing a draft of proposed procedures which might prove acceptable.

Sincerely yours,

/s/ W. Park Armstrong, Jr.

W. Park Armstrong, Jr.

Rear Admiral R. H. Hillenkoetter  
Director of Central Intelligence  
Washington 25, D. C.

Encl.:

Proposed Standard Operating  
Procedures for Facilitating  
Departmental Participation in  
Preparation of National In-  
telligence and National In-  
telligence Surveys.

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